



GRAY DAVIS – Governor  
MARIA CONTRERAS-SWEET, Secretary, Business, Transportation & Housing Agency  
PAULA REDDISH ZINNEMANN, Real Estate Commissioner

## Department of Real Estate

### REAL ESTATE REGULATION AS A CAREER

*Equal Opportunity Employer*

The Department of Real Estate regulates the real estate industry in California. Offices are maintained in Sacramento, Fresno, Los Angeles, Oakland, and San Diego. The largest offices are in Sacramento and Los Angeles.

Periodic employment opportunities are available for these various locations for those who successfully compete in the open Deputy Commissioner examinations. The Deputy Commissioner classification is the recruiting, developmental, first journey and full journey level classification in the Department of Real Estate. See below for a description of this classification. Information on current examinations and available positions for DRE and other state departments is maintained at the State Personnel Board's Web site <http://www.spb.ca.gov>.

#### Deputy Commissioner , Department of Real Estate

**Typical Duties** Participates in the inspection of offices, documents, records, licenses and advertising of real estate brokers for conformance with legal requirements; obtains written statements from principal witnesses and examines records of brokers, government agencies, escrow companies and banks to complete investigations and to develop and assemble evidence for presentation at formal hearings; reviews subdivision filings to determine propriety of signatures, and completeness of necessary supporting documents; checks the provisions of sale of proposed subdivided lands to determine that legal requirements to protect prospective buyers are met; investigates the background of license applicants, evaluates course offerings for the continuing education program.

**Minimum Requirements** *Either* Equivalent to graduation from college (4 year-bachelor's degree) or equivalent degree (certificate) (diploma) approved by Council for Private Post secondary and Vocational Education with any major but preferably with specialization in real estate, law, finance, criminal justice or public or business administration. Registration as a senior in a recognized institution will admit applicants to the examination, but they must produce evidence of graduation or its equivalent before they can be considered eligible for appointment.  
*Or* Successful completion at an accredited college of 60 semester or 90 quarter units and two years of experience in one of the following: Sale or exchange of farm, residential or business properties; or negotiating for real estate loans or escrows in a bank, realty office or, savings and loan; or performing the duties of an Escrow Officer in a bank, realty office, savings and loan; or independent field investigative experience in civil or criminal law enforcement with a private or governmental agency.

**Salary**

Range A	\$2642 - 3007 per month (Normal entry rate)
Range B	\$3078 - 3532 per month (Available after six months)
Range C	\$3437 - 4143 per month (Available after six additional months)
Range D	\$3775 - 4546 per month (Available after twelve additional months)

*Time served in this class will qualify incumbents to examine for the promotional Senior and/ or Managing Deputy Commissioner positions.*

#### Testing Information

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